

**CALL TO ORDER: 12:45 PM – [Zoom](#)**

**Meeting ID: 863 6257 2719**

**Senators**

1. Kyle Beattie – present
2. Maria Coulson – present
3. Patty France – present
4. Alex Jones – present
5. David King – present
6. Cara Kreit – present
7. Kevin Muller – absent
8. Kristin Perrone – present
9. Caitlin Rolston – present
10. Sung-Ji Schmidt – present
11. Patricia Seery – present

Topic	Description	Move/Second	Minutes
1. Agenda	Review/Revise/Approve	Perrone/ Schmidt	Approved by unanimous consent.
2. Minutes	Approve/Revise Minutes from 8/25	Amended and approved by unanimous consent.	
3. Public Requests	Requests to address the Senate are limited to two minutes per speaker and 10 minutes total	No public requests.	
4. Officers' Reports	<p><b>President</b></p> <p>1. President Coulson was cc'd on UPM President Patrick Kelly's letter re: unit cuts. Messaging has been problematic. Units seem to be being held back. He asked chairs to email him what their cuts have been. There was a rumor of 30% across the board. President Kelly is keeping President Coulson in the loop; they are gathering data.</p> <p>2. Mycom outage on the first day of classes really affected enrollment. Add codes stopped working on the first day. Other schools have automatic waitlists. Jon Horinek is researching other systems and will consult the AS first before making any changes.</p> <p>3. President Coulson has an upcoming meeting about a draft MOU with Golden Gate Transit. Gina Cullen, Patrick Kelly, Mia Robertshaw, and Nekoda Harris will attend and they will discuss what the program means for COM and GGT.</p> <p>4. President Coulson is appointing people to committees. There is no database of who has served on hiring committees, so she may unintentionally ask people to serve again sooner than is necessary.</p> <p>5. PRAC recommended that there be no new police hires, but they are doing a search for a</p>		

	<p>new police sergeant anyway, against the recommendation of policing task force and PRAC.</p> <p><b>Vice President</b></p> <p>1. VP King is gathering information to better understand the rules and functions of AS. 10+1 is defined in Title V. According to this, the AS should play a significant role in enrollment decisions. The CA State AS also says 10+1 matters should go directly to the Board from AS, not to College Counsel. Also, ed code stipulates that unions should consult with the Senate before negotiating tenure evaluation procedures, faculty evaluation procedures, and faculty service areas (such as transfers between departments and areas). VP King recommends that the AS work with UPM to revise/establish guidelines for these issues. He will also bring In the AS Bylaws within the next few weeks to revise and update.</p> <p><b>Treasurer:</b> Current balances: Last year we didn't use up all our money. Current balances are as follows.  Supplies: \$ 440  Travel: \$5969.25  Dues and memberships: \$4400  Faculty donations: \$3782.48 – this is for buying retiree gifts, luncheons (2 per year), flowers for people with serious illness.  Current bank balance is higher than treasurer's ledger by \$181.63. Probably the price of a keychain. Treasurer Seery will investigate what happened.</p>
<p><b>5. Committee Reports</b></p>	<p><b>DEC (President Coulson):</b> President Coulson reported that there are rumors of many faculty members holding under-the-radar class via Zoom. Faculty are also still asking for a hyflex option. One question is whether a class that is already POCRed for DE can do a pilot hybrid format class. The consensus is that any hyflex classes should be classes that were previously DE and POCRed, not the other way around, before adding an in-person component.</p> <p><b>EPC (Cara Kreit):</b> We need new faculty members.</p>
<p><b>6. Invited Guest:</b> <b>Gina Cullen</b></p>	<p><b>CC Update on New Programs Procedure Review</b></p> <p>Gina Cullen reported that the CC is working on membership. They were able to get all areas repped with the new AP, except Fine and Performing Arts, English, and Humanities. There will be some new people and some continuing. There will be a non-voting student and staff member as per the AS recommendation. Meeting and training begin today. Legislative changes are coming and they are significant, with college-wide impact. The changes will not change CORs, but will impact counseling, including GE patterns. She will present the AS with data soon. The new makeup of the CC will be structured with 2 year terms because the work is complicated to learn and commitment helps.</p> <p>Regarding processes for new courses and programs, a faculty member must present to their department chair and then the department request presentation to curriculum in Fall. CC has a template faculty members should follow for this. The same is true for substantive changes. They have until the beginning of January to present to Curriculum. When it is a new discipline, they will also need to go to the AS when it's a new discipline. The only concern about disciplines is that although new programs, especially in vocational and CTE areas, are a good things and are sought-after by students, COM is sometimes unprepared in terms of who will teach them. We want these programs, and when they are offshoots of</p>

	<p>existing programs they tend to go well. These programs need to be planned out carefully so as not to be dead ends; we are a small school, so new programs can fail easily. New programs should be brought first or early in the process to the AS. Perhaps AP 2040 should have a line about new discipline requests and following a designated timeline. This will be up for discussion next week.</p>	
<b>7. PRAC Approval</b>	<p><b>Recommendations for revitalization</b></p> <ul style="list-style-type: none"> <li>- <b>Engineering</b></li> <li>- <b>CIS</b></li> </ul> <p>PRAC is recommending that two disciplines go through revitalization. Engineering and CIS. This means that the department will go through a mini-Program Review. They must look at data and produce a report. The AS president will appoint two faculty members to complete the report and it will be submitted to PRAC. Failure to complete the revitalization process would put the discipline at risk of discontinuation. Usually there is a need to look at why a program has consistently under-enrolled classes.</p>	<p><b>Motion to Approve:</b> Senator King  <b>Second:</b> Kristin Perrone</p> <p><b>Vote by Roll Call:</b>  <b>Beattie:</b> yes  <b>France:</b> yes  <b>Jones:</b> absent  <b>King:</b> yes  <b>Kreit:</b> yes  <b>Muller:</b> absent  <b>Perrone:</b> yes  <b>Rolston:</b> yes  <b>Schmidt:</b> yes  <b>Seery:</b> yes</p>
<b>8. Wrap Up</b>	<p><b>Future Business:</b>  Sara Melquist-West will present on curriculum changes.  ZTC – Chancellor’s Office funds are coming.</p>	
<b>8. Adjourn</b>	<p><b>2:00 P.M.</b></p>	

For questions or information concerning the Academic Senate minutes, please contact: Caitlin Rolston, [crolston@marin.edu](mailto:crolston@marin.edu)

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